



South Carolina Department of Health
and Environmental Control

**BUREAU OF
BUSINESS MANAGEMENT
DIVISION OF PROCUREMENT SERVICES**

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<http://www.scdhec.net/procurement>

DATE: September 17, 2004

AMENDMENT

BID #: RFP-26002-10/21/04-MAR

AMENDMENT #: 1

OPENING DATE: Oct. 21, 2004

OPENING TIME: 2:30 PM

PROCUREMENT OFFICER: Michelle Robinson, CPPB

TELEPHONE # (803) 898-3501

PURPOSE: Amend the RFP as described below.

Page 1: The date and time stated October 21, 2004, regarding the receipt of proposals is the INITIAL opening date.

ADD: the following under the 2nd paragraph on Page 5 – Section V – BUDGET:
Periodically, during the term of this contract, the State may make additional awards to qualified offerors. These awards will be based upon the submission and evaluation in accordance with the original RFP-26002-10/21/04.

Contractual Requirements:

#17 Records Retentions & Right to Audit: The last sentence in the first paragraph should read:
“Such books and records shall be maintained for a period of six years from the date of final payment under the contract.

Add # 23.0 – Drug Free Statement – See attached

Offerors/Bidders must acknowledge receipt of this amendment by signing and returning this form prior to the official bid opening date and time or include this signed form with bid response. Failure to acknowledge receipt of this amendment may result in rejection of your offer.

Company Name

Name of firm's representative

Telephone No.

Title of representative

Date

Signature (manual)

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23.0 The Contractor certifies to DHEC that it will provide a drug-free workplace by:

- a. publishing a statement notifying employees that the unlawful manufacture , distribution, dispensation, possession, or use of a controlled substance is prohibited in the person's workplace and specifying the actions that will be taken against employees for violations of the prohibition;
- b. establishing a drug-free awareness program to inform employees about:
 - (1) the dangers of drug abuse in the workplace;
 - (2) the contractor's policy of maintaining a drug-free workplace;
 - (3) any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) the penalties that may be imposed upon employees for drug violations;
- c. making it a requirement that each employee to be engaged in the performance of the contract be given a copy of the statement required by item a.;
- d. notifying the employee in the statement required by item a., that as a condition of employment on the contract or grant, the employee will:
 - (1) abide by the terms of the statement and
 - (2) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than 5 days after the conviction;
- e. notifying DHEC within 10 days after receiving notice under item d.(2) from an employee or otherwise receiving actual notice of the conviction;
- f. imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by, any employee convicted, as required by Section 44-107-50 (SC Code of Laws); and
- g. making a good faith effort to continue to maintain a drug-free workplace through implementation of items a., b., c., d., e., and f.